

Town of Lebanon  
Board of Historical Preservation for the  
Jonathan Trumbull Jr. House

Minutes  
Special Meeting  
Wednesday, March 18, 2015, at 6:00 p.m.  
Community Center, Panel Room

Present: Sherri-Ann Martin, presiding, Maggie McCaw, Tim Smith, Alicia Wayland

Absent: Pat Hedwall

- 1.0 Chairman Martin called the meeting to order at 6:12 p.m.
- 2.0 Minutes
- 2.1 Motion (McCaw, Smith) to approve the minutes of the February 18, 2015 special meeting passed unanimously.
- 3.0 Old Business.
- 3.1 RFP for Phase II Renovations: change date for start of construction from May 22 (school visit scheduled) to following week, taking Memorial Day into account, to be discussed with Ms. Hurley by Mrs. McCaw; delete item 5 on page 16 because weather conditions determine the changeover from heat to a.c., and an automatic damper may not coincide; windows are to be 9 over 9, of composition material.
- 3.2 No invoices from Gilbane.
- 3.3 Repairs remaining include staining sidewalk, insulating pipes to handicapped sink in bathroom; maintenance by town for winter season, possibly including drainage of pipes to avert freezing (which means closing house in winter months), to be determined.
- 4.0 New Business.
- 4.1 No reimbursements.
- 4.2 Motion (Smith, McCaw) to recommend Selectmen reappoint Richard Chabot, Richard's Floor Finish, to provide cleaning services for the museum for the 2015 season at a cost of \$600.00, funds to come from the Jonathan Trumbull Jr. House endowment fund, account #215-015-5320, passed unanimously.
- 4.3 Motion (Smith, McCaw) to recommend to the Selectmen a museum budget in the amount of \$12,944.50 for Fiscal Year 2015-16, funds to come from the Jonathan Trumbull Jr. House endowment fund, account #215-00-015, passed unanimously.
- 4.4 Opening day for the 2015 season was set for May 16. There are three school groups already scheduled for May 13, May 15, and May 22, so the house should be open by mid-May.
- 4.5 The board reviewed the financial statements submitted by the Finance Director and found them to be in good order.
- 4.6 New exhibit cases with lighting should now be considered as wiring may be needed and that could be included in the Phase II renovations. The tentative plan is one small case in the keeping room for visitors who cannot go upstairs, and a large one for the upstairs back room.

Mrs. Brashears will be asked to submit any ideas and preferences she has to Mrs. McCaw for discussion.

4.7 The RFP calls for bid award on May 15, 2015. The board needs to set a special meeting date to review the bids and make a recommendation to Selectmen prior to May 15. Possible date of April 30 at 3:00 p.m. to be discussed with Ms. Hurley by Mrs. McCaw.

5.0 Adjournment. Motion (Wayland, Smith) to adjourn passed unanimously. Meeting adjourned at 6:52 p.m.

Alicia Wayland, Secretary